



District Attendees

Gary Page	Board President
Misha Sarkovich	Board Vice President
Michael McRae	Board Member
Randy Marx	Board Member
Nadine Reid	Board Member
Tom Gray	General Manager
Michael Nisenboym	Operations Manager
Chi Ha-Ly	Finance Manager
Shawn Huckaby	Customer Service Manager
Josh Heavenston	Operations Superintendent

Other Attendees

Allen Garrison

Absent

AGENDA ITEMS

I. CALL TO ORDER

- Board President Page called the meeting to order at 6:31 p.m.
- General Manager Gray stated that in accordance with the California Department of Public Health’s and the Governor’s Executive Orders N-29-20 and N-33-20, the District’s boardroom is closed, and this meeting will take place solely by teleconference.

II. PUBLIC COMMENT

- None.
- President Page stated that he appreciates staff producing the materials for the meeting.

III. CONSENT CALENDAR

The following consent calendar items were considered and acted upon as follows:

1. Approval of Minutes
 - a. Regular Board Meeting of October 12, 2020
 - b. Special Board Meeting of October 26, 2020

2. Accept and File Treasurer's Report for the month of October 2020
3. Accept and File Investment Report for the month of September 2020
4. Accept and File Financial Expense Report
5. Approval of Warrants
6. Approval of Cal-Card Statements for the month of October 2020
7. Approval of Board Expense Report for the month of October 2020

Vice President Sarkovich moved to approve the consent calendar as presented.

Director Marx seconded the motion.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

IV. PRESENTATION & CORRESPONDENCE

1. Presentation on the Transmission Main leak located at Madison Avenue near Kenneth Avenue

- Operations Superintendent Heavenston provided an update on the Main leak located at Madison Avenue near Kenneth Avenue.
- Director Marx stated that the Transmission Main study shows we have an aging infrastructure like many water districts.
- Director McRae thanked staff for providing the Board with the information and inquired if it is necessary to flush the main.
- Operations Superintendent Heavenston replied that it is necessary to flush out the main.
- Director McRae inquired how the main was flushed.
- Operations Superintendent Heavenston replied that the District was able to flush the main using a hydrant located near the leak, while complying with NDPES permit requirements.
- Director Reid thanked staff for the repair and inquired about the cause of the failure.
- Operations Superintendent Heavenston replied that in 1985, when the business park was built, a valve was incorrectly installed on the main that exposed it to the elements which caused the decay.
- Director Reid inquired if there are pipes in similar condition to the one that had a leak.
- Operations Superintendent Heavenston replied that it is unknown.
- President Page thanked staff for the appropriate response to the leak and inquired about the water loss.
- General Manger Gray replied that the District reports an annual loss of 6% and the industry average is 10%. He stated the Transmission Main Study the Board approved will highlight Transmission Main replacements relative to the District's need.

2. Correspondence from the California State Controller dated October 19, 2020

- General Manager Gray presented a correspondence from the California State Controller dated October 19, 2020.

V. DISCUSSION AND ACTION ITEMS: OLD BUSINESS

1. Update and discussion on FOWD Water Supply for the month of October 2020

- Operations Manager Nisenboym reported that during the month of October the average temperature was 3.2° higher than normal. The total system demand for the month was recorded at 1,061 AC-FT. Wholesale connections provided 745 AC-FT of surface water and groundwater sources provided 316 AC-FT of supply. All surface water was provided by the CTP connection. The District achieved groundwater production of 30%.
- Director Page inquired how staff decide which wells to use.
- Operations Manager Nisenboym replied that well operation is determined by system pressure and efficiency.
- General Manager Gray reminded the Board that the District has a written operations plan that states which wells are on lead and tag during various demand conditions.

2. Update and discussion on FOWD Groundwater Wells Projects

- General Manager Gray provided an update on the FOWD Groundwater Wells Projects. The Board is scheduled to visit the New York Well Site at 3 p.m. on Friday November 13, 2020. The District will provide PPE for the Board members. The Skyway Well is complete and preliminary analysis indicate that the well may produce water at a higher rate than projected.

3. Update and discussion on the FOWD Corporation Yard Project

- General Manager Gray provided an update on the FOWD Corporation Yard Project.

4. Discussion and possible action on FOWD's 2021 Proposed Annual Budget

Vice President Sarkovich moved to adopt the 2021 annual budget as presented.

Director Marx seconded the motion.

- Director McRae stated that he is concerned that the Corporate Yard Project has more than doubled the original estimate and that he would like the project to be scaled back to the original \$3M project budget. Director McRae also stated that he would like to see a comprehensive water supply plan prior to adding any additional groundwater projects. He is concerned about all of the funds that are allocated in the 2021 budget year, including the amount for the Transmission Main replacement.
- Director Reid stated that she would like to see a strategic plan for Board guidance. She inquired about the need for a new dump truck.
- General Manager Gray replied that one of the existing dump trucks is past its useful life and needs replacement.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

5. Discussion and possible action to approve the contract with C.E. Cox Engineering Inc. to complete the Capitola Avenue Main Replacement Project with additional funding request

- Operations Manager Nisenboym provided an overview of the project and recommended that the Board authorize a contract with C.E. Cox Engineering Inc. to complete the Capitola Avenue Main Replacement Project with additional funding of \$78,000.

Vice President Sarkovich moved to authorize a contract with C.E. Cox Engineering Inc to Complete the Capitola Avenue Main Replacement Project with additional funding of \$78,000.

Director Marx seconded the motion.

- Vice President Sarkovich inquired if the District mailed the RFP to any contractors.
- Operations Manager Nisenboym replied that the District published the RFP on our website and Placer Builders Exchange.
- Director Marx stated that the area has challenging topography, and this is a reasonable cost for the project.
- Director McRae inquired on the importance of doing this project now instead of deferring.
- General Manager Gray replied that this is a County mandate to upgrade the main similar to the Hazel Avenue Project.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

6. Update and discussion on providing online bill pay for FOWD customers

- Customer Service Manager Huckaby provided an update about online bill pay for FOWD customers.

7. Update and discussion on adding filtered water fountain to the FOWD Administrative Building Public Area

- Customer Service Manager Huckaby presented an overview of the proposals received for the project.
- Vice President Sarkovich inquired about the reason the installation cost is high.
- General Manager Gray replied that ADA compliance and permitting add cost to what appears to be a simple project.
- Director Marx stated that he is against the proposal.
- Director McRae stated that he is against the idea of spending money on a drinking fountain.
- Director Reid inquired about the need for a drinking fountain and the use.

- General Manager Gray replied that with the lobby closed there would be minimal use.
- Vice President Sarkovich recommended to table this item and ask staff to come back with another option.
- Director Marx stated that he is against the drinking fountain project.
- Director McRae stated that he agrees to table the agenda item.
- Director Reid stated that she would like to table the agenda item and look at other options.
- President Page stated that the cost is too prohibitive and would still like to see water available in the District office.
- General Manager Gray suggested that the District could purchase a simple water cooler and fill it with FOWD water.
- President Page stated that is an acceptable low-cost solution.

VI. DISCUSSION AND ACTION ITEMS: NEW BUSINESS

1. Discussion and possible action on contributing funding in 2021 and 2022 to RWA for the continued development of a Regional Water Bank that is recognized by both the State and Federal Governments

- General Manager Gray recommended that the Board authorize contributing funding of \$25,000 in 2021 and \$35,000 in 2022 to RWA for the continued development of a Regional Water bank that is recognized by both the State and Federal Government.

Vice President Sarkovich moved to authorize contributing funding of \$25,000 in 2021 and \$35,000 in 2022 to RWA for the continued development of a Regional Water bank.

Director Marx seconded the motion.

- Vice President Sarkovich stated that he supports this proposal since FOWD has benefited from grants.
- Director Marx stated this is a great investment that the District could benefit from for many years.
- Director McRae stated that he agrees with the other Directors and that the money for the contribution would come from past water transfer.
- Director Reid stated that she has no comment.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

2. Update on SJWD Member Agencies compensation

- General Manager Gray stated that in preparation of the 2021 budget, the Board directed staff to review retail rates for the San Juan member agencies. The District rates will be approximately 80% less than San Juan retail rates. In comparison to

other SJWD Member Agencies, FOWD has the lowest compensation per employee. San Juan Retail's per employee compensation is 54% higher than FOWD.

3. Discussion and possible action on additional funding for 2020

- General Manager Gray recommended that the Board authorize the General Manager to transfer from reserves the amount of \$151,300 to fund 2020 additional expenses.

Vice President Sarkovich moved to authorize the General Manager to transfer from reserves the amount of \$151,300 to fund 2020 additional expenses.

Director Marx seconded the motion.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

4. Discussion and possible action on a contract with Peterson Brustad, Inc. for preparation of the FOWD 2020 Urban Water Management Plan

- General Manager Gray recommended that the Board authorize the General Manager to contract with Peterson Brustad, Inc. for preparation of the FOWD 2020 Urban Water Management Plan.

Vice President Sarkovich moved to authorize the General Manager to contract with Peterson Brustad, Inc. for preparation of the FOWD 2020 Urban Water Management Plan.

Director Marx seconded the motion.

Motion carried with the following votes: Sarkovich – aye, Marx – aye, McRae – aye, Reid – aye, and Page – aye

5. Discussion on nomination for “Office B” membership on the Sacramento LAFCo Special District Advisory Committee

- General Manager Gray stated that nominations are being requested to fill “Office B” membership on the Sacramento LAFCo Special District Advisory Committee.”
- President Page stated that he participated with LAFCo and did not find it rewarding.

VII. UPCOMING EVENTS

1. SJWD Board Meeting – November 9, 2020

- Information Only.

2. ACWA Fall 2020 Virtual Conference – December 1-4, 2020

- Information Only.

VIII. REPRESENTATIVE REPORTS

1. Sacramento Groundwater Authority (SGA)

- None.

2. Regional Water Authority (RWA)

- None.

3. Sacramento Water Forum

- None.

IX. DIRECTORS' REPORTS & COMMENTS

1. Budget Committee – (Sarkovich, Reid)

- None.

2. Technical Advisory Committee – (Marx, McRae)

- Director Marx stated that the draft report has been issued for the Transmission Main replacement and the General Manager will provide a report to the Board at a later meeting.
- Director McRae stated that he likes the plans for the Corporate Yard but wants to bring the cost down to near the original \$3M budget.
- Vice President Sarkovich stated that the estimated cost for the Corporate Yard Project is not final and there are many steps to complete before the cost is finalized.
- Director Reid stated that she is encouraged that the committee will be able to devise a plan to guide the District. She inquired if the Technical Advisory Committee has plans to work closely with the Budget Committee.
- Director Marx suggested that the Board hold a workshop in January to develop a strategic plan for the future of the District.
- President Page stated that this is a good time to take a strategic approach towards the long-term goals of the District while minimizing the impact on the rate payer.
- General Manager Gray stated that he is committed to providing the Board with the Transmission Main replacement report and an update to the 2017 water supply report.
- President Page inquired about the Transmission Main report and the Transmission Main project.
- General Manager Gray replied that the Transmission Main report is a study of the condition of existing Transmission Main and the Transmission Main project is a multiyear plan for required replacement.
- Vice President Sarkovich stated that he would like to meet in person to develop a strategic plan.
- Director Marx stated that he would like to meet in person in February or March.
- Director Reid stated that she would like to meet in person with social distancing.

3. **Capital Improvement Committee – (Sarkovich, Reid)**
 - None.
4. **Personnel Committee – (McRae, Page)**
 - None.
5. **Public Relations Committee – (Page, Reid)**
 - None.
6. **Wholesale Water Agreement Ad–Hoc Committee – (Page, McRae)**
 - None.
7. **Carmichael Water District Ad–Hoc Committee – (Marx, McRae)**
 - None.

X. GENERAL MANAGER’S REPORT

1. **Maintenance Work Report**
 - Report provided, no discussion.
2. **Capital Projects Status Reports**
 - Report provided, no discussion.
3. **Authorizations of Additional Funding**
 - Report provided, no discussion.
4. **Water Transfer Status Report**
 - None.
5. **Claims Against District**
 - None.
6. **Employee Update**
 - None.
7. **Water Issues – Update on Regional Involvement**
 - None.

XI. PUBLIC COMMENT

- None.

President Page closed the open session meeting at 9:02 p.m.

President Page called the closed session meeting to order at 9:15 p.m.

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956

1. Conference on Anticipated Litigation (Subdivision (d) of Section 54956.9) - two cases

President Page closed the closed session meeting at 9:42 p.m.

President Page reopened the meeting to the public at 9:43 p.m.

XIII. REPORT FROM CLOSED SESSION

- None.

XIV. PUBLIC COMMENT

- None.

XV. ADJOURNMENT

With no further business to come before the Board, President Page adjourned the meeting at 9:43 p.m.

The Board approved the preceding minutes on December 14, 2020

Tom R. Gray
General Manager/Board Secretary

Date